

DATELINE:

LABOR & WORKFORCE DEVELOPMENT

A quarterly publication for employers from the Tennessee Department of Labor & Workforce Development
June 2008

Please note: This is the last print issue of the *Dateline* newsletter, but it will continue to be available online at <http://www.state.tn.us/labor-wfd/dateline/2000/index.html>. This is a cost-savings measure and an effort to go green.

UI tax reminders

- When sending a payment to our department, always **include the document (TNPAWS payment voucher, statement of account, etc.) indicating what your remittance is in payment of and write your account number on your check or money order.** This will help us ensure your payment gets properly applied. Also, be sure you keep a copy for your records - just in case a question should later arise.
- **The annual premium rates calculation process will soon begin.** As you probably know, Tennessee's rate year begins on July 1st and runs through June 30th of the following year. Premium rate notices will be generated and mailed later this summer.

Employers benefit from using the Automated Partial Claims System (APS)

When employers have a reduced amount of work for their employees due to holidays, inclement weather, or lack of work, use of the Automated Partial System may be helpful. Under these circumstances, many employees qualify for unemployment benefits. In order to facilitate the filing of these claims, employers may file partial unemployment claims for any employee who is working less than his usual number of hours and the wages earned are less than their weekly benefit amount. The easiest way to file these partial claims is through the department's Automated Partial Claim System (APS).

In the past, partial claims were only accepted on paper, which resulted in more repetitive work for the employer and longer processing time for claimants. The Automated Partial Claims program streamlines all aspects of processing these claims by reducing both problems. Employers only enter information identifying their business one time instead of on each paper claim. Additionally, employers only enter each employee one time into the program's database and then add or delete employees as needed. This user-friendly program creates a file of all employees you select and applies wage information for the week of partial layoff. After all information is entered, the employer attaches the text file to an email and sends it to us for prompt processing.

Routing Box

- ☐ Personnel Director
- ☐ Manager
- ☐ Payroll Officer
- ☐ Other

TNPAWS Update

We apologize to employers who were not able to complete the first quarter 2008 Premium and Wage Report on the Tennessee Premium and Wage Reporting System (TNPAWS). The number of users attempting to file their report at the end of April was so great that many received error messages.

Our Information Technology staff continues to monitor TNPAWS and is working toward a long-term solution. We also expect to offer new enhancements to TNPAWS in the near future. We will keep employers informed of these improvements in future editions of *DATELINE*.

Users can help us avoid increased traffic on TNPAWS by filing before the due date. Please remember that you may file your report early in the month in which it is due and hold your payment until the due date. As long as the payment is postmarked by the due date, it is considered timely.

If you have questions or concerns about TNPAWS, please contact us at (615)741-2346.

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Partial claims system speeds process (Cont.)

The free Automated Partial Claims System (APS) can be downloaded through the Department of Labor and Workforce Development's Web site at www.tn.gov/labor-wfd/aps/ and is simple to set up and use.

Filing partial claims for your employees also helps to preserve your workforce during temporary periods when you have no work available. Employees who are receiving partial unemployment benefits are not required to register for work while receiving these benefits because it is your intention to recall them to their jobs as soon as work is available. This results in less cost to employers having to retrain new employees. Using this Automated Partial Claims System helps the Department of Labor and Workforce Development provide efficient and timely service to both employers and claimants.

About 34,580 new jobs projected for Tennessee over two-year period

Tennessee is expected to show a 0.6 percent average annual increase in employment in 2008 and 2009 according to Department of Labor and Workforce short-term projections. About 34,580 new jobs are expected from the second quarter of 2007 to the second quarter of 2009. Goods-producing jobs are likely to have an average annual 2.0 percent decline for 2008 and 2009, but services-providing jobs are expected to grow annually at 1.2 percent. "Other services (except government)" are expected to grow at 2.0 percent or more; as are educational services and health care and social assistance. Industry sectors growing between 1.0 and 2.0 percent annually include arts, entertainment, and recreation;

accommodation and food services; management of companies and enterprises; transportation and warehousing; and wholesale trade. Industry employment growing at or above the average rate for the state includes professional, scientific, and technical services; information; and real estate and rental and leasing. Industries expected to grow less rapidly than the state average include agriculture; retail trade; construction, finance and insurance; and administrative and support and waste management and remediation. Government is expected to be stable. Utilities, mining, and manufacturing are likely to have some net job losses for the two years.

Occupations are listed by growth rates and the number of new jobs they offer. Among detailed occupations, social and human service assistants, network systems and data communications analysts, home health aides, self-enrichment teachers, graduate teaching assistants, and chemistry teacher occupations are projected to have strong growth rates in 2008 and 2009. Expanding occupational groups include community and social services; healthcare support; education, training, and library; healthcare practitioners and technical; and personal care and service occupations. Half the job growth is expected in three major occupational groups rich in number of jobs and in variety of job opportunities. These groups are food preparation; education, training, and library; and healthcare practitioners and technical.

Providing workers adequate training and education brings positive outcomes for workers, including higher pay, successful international competition, increased productivity, technological savvy, worker versatility, and employee retention. Satisfied workers are more likely to have a good match between pay, training, effort, and personal interest. Educational programs responsive to employment change can help the state transition from low-wage manufacturing to

knowledge-based industries. Skills necessary for the growing industries include active listening, reading comprehension, speaking, time management, and critical thinking. Knowledge requirements include customer and personal service, foreign language, physics, administration and management, and English.

Employer registration and job posting process defined

The Employers' Registration/Job Posting Section of the TDLWD Web site is now available for employers to register and post their individual job orders.

TDLWD will accept job orders from employers posting to the site when a valid Employer/Employee relationship exists. TDLWD will not accept job orders from third party organizations, representatives, or recruiters in which an Employer/Employee relationship does not exist. No 'placement' fee may be assessed to individuals when referred from any State Workforce Agency.

Eligible employers are encouraged to use this option when posting job orders with the Tennessee State Workforce Agency. Employers may register, create an ID and password, post job orders, review job orders (posted via this site), and submit those orders for approval and processing by the designated TDLWD Tennessee Career Center. The Web site home page address is <https://ecmats.state.tn.us/eCMATS/>.

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www.tn.gov/labor-wfd

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